

Maintaining Rates

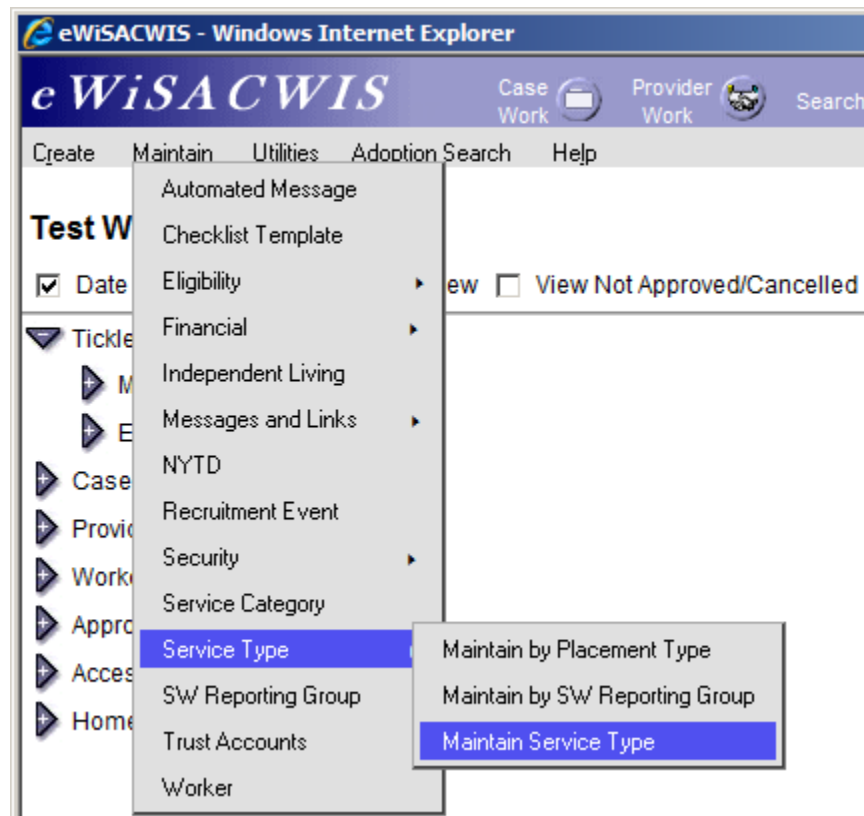
Note: Appropriate security is needed to be able to maintain rates.

There are three different types of rates that can be maintained: service-specific, provider-specific, and child-specific. This guide will show how to update each type of rate.

Maintaining Service-Specific Rates

Service-specific rates are rates that all providers use for a specific service. An example is a Health Care Inpatient (OHP) rate.

1. From the desktop, go to Maintain > Services Type > Maintain Service Type. This will open the Maintain Service Type and Rate page.



2. On the Maintain Service Type and Rate page, select the Service Category. Once the Service Category is selected, the Service Type values will update based on the Service Category. Select the appropriate Service Type. Click the Rate button to go to the Service Rate page.

Note: You can only maintain service-specific rates when the Rate Edit box is checked. If the box is unchecked, this means the State maintains the rate. Counties do not have access to check or uncheck this box.

Maintain Service Type and Rate - Windows Internet Explorer

eWiSACWIS Print Spell Check Help

Search Criteria

View Inactive ☐

County:

Service Category: ID: (58248) Category Type: Placement

Service Type: ID: (10056195)

Statewide Reporting Group: Health Care Inpatient

Name

Long: Medium: Short:

Payment Information

☒ Payments Allowed Date Last Paid:

Rate Type

☒ By Service ☐ By Provider ☐ By Child

Fixed Monthly Amount ☐ Yes ☒ No Updated on: By:

Pay In Advance ☐ Yes ☒ No Updated on: By:

Use Episode Driven ☐ Yes ☒ No Updated on: By:

☐ Non-System-Disbursed Payment

☐ Override Parent Agency Rule

☒ Rate Edit Updated On: 07/02/2013 By: Hall, Justin R.

Spending Limit

Type: Period: Amount:

Approval Level for Override:

Rate

Save Close

3. On the Service Rate page, click Insert to insert a new rate. The Effective Date is only a month and year date. Choose between a daily and monthly rate from the Rate Period drop-down. Enter your rate. The [Delete](#) hyperlink allows you to delete the rate row. The [Delete](#) hyperlink disappears once you save. Select Continue to return to the Maintain Service Type and Rate page. On the Maintain Service Type and Rate page, click Save.

Service Rate -- Webpage Dialog

eWiSACWIS Print Spell Check Help

Service

Type: Health Care Inpatient Code: 10056195

Service Rates

Effective Date	Last Updated Date	Rate Period	Rate	Class	
01/2013		Daily	\$100.00	No Level	Delete

Insert

Continue Close

Service Rate -- Webpage Dialog

eWiSACWIS Print Spell Check Help

Service

Type: Health Care Inpatient Code: 10056195

Service Rates

Effective Date	Last Updated Date	Rate Period	Rate	Class	
01/2013	04/12/2013	Daily	\$100.00	No Level	

Insert

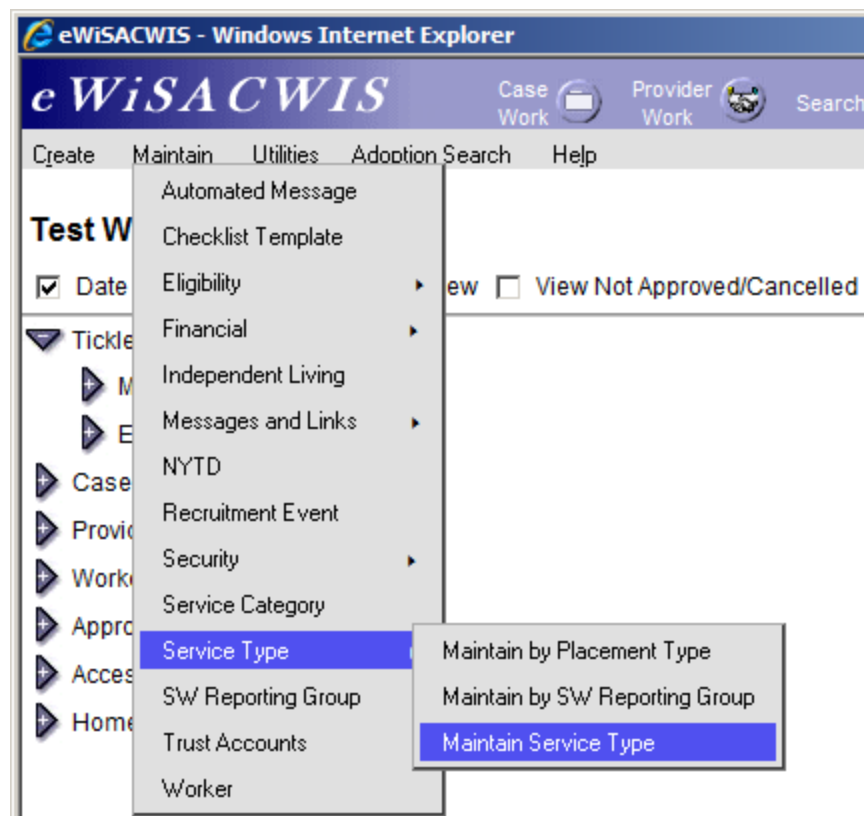
Continue Close

Maintaining Provider-Specific Rates

Provider-specific rates are rates that are governed and maintained at the provider level. For a specific service type, each provider carrying that service type can have a different rate. However, only some providers have maintainable rates. Shelter care facilities are always maintainable, but only a few Residential Care Center (RCC) and group home services types are maintainable. In the below example, we will look at a RCC maintainable rate, “30 Day Clinical Assess (RCC)” for Northwest Passage.

Note: To maintain these types of rates an assignment to the provider is needed. Although the rate is maintained at the provider level, it is helpful to first see the Maintain Service Type and Rate page.

1. From the desktop, go to Maintain > Services Type > Maintain Service Type. This will open the Maintain Service Type and Rate page.



2. On the Maintain Service Type and Rate page, notice the Rate button is disabled since the rate is maintained on the provider record.

Note: You can only maintain provider-specific rates when the Rate Edit box is checked. If the box is unchecked this means the State maintains the rate. Counties do not have access to check or uncheck this box.

Search Criteria

View Inactive ☐

County:

Service Category: ID: (53607) Category Type: Placement

Service Type: ID: (10040645)

Statewide Reporting Group: NW Pass-30 Day Clinical Assess (RCC)

Name

Long: Medium: Short:

Payment Information

☒ Payments Allowed Date Last Paid: 06/01/2013

Rate Type

☐ By Service ☒ By Provider ☐ By Child

Fixed Monthly Amount ☐ Yes ☒ No Updated on: By:

Pay In Advance ☐ Yes ☒ No Updated on: By:

Use Episode Driven ☐ Yes ☒ No Updated on: By:

☐ Non-System-Disbursed Payment

☐ Override Parent Agency Rule

☒ Rate Edit Updated On: 01/28/2013 By: Partridge, Christopher

Spending Limit

Type: Period: Amount:

Approval Level for Override:

Rate

Save Close

3. From your desktop, click on the provider hyperlink to open the Private Provider or Home Provider page.

eWiSACWIS - Windows Internet Explorer

eWiSACWIS

Create Maintain Utilities Adoption Search Help

Test Worker's Desktop

☒ Date Restricted ☐ Participant View ☐ View Not Approved/Cancelled

Ticklers

Cases (0)

Providers (1)

[Northwest Passage Child & Adol. Ctr. \(6205732\)](#) Actions

Northwest Passage LTD Residential Care Center 06/16/2002 Guyette, Margaret A. Polk License Status: Active

Approvals

4. Click on the Services tab. In this example, the Service Type “30 Day Clinical Access (RCC)” is already active. To maintain the rate, click on the [Edit Services](#) hyperlink. This will open the Edit Services page.

Note: The Provider Service Rate page will not save if it is accessed via the Options drop-down on the Private Provider page.

Note: If the service type does not appear in the Active Services group box, select the [Edit Services](#) hyperlink, insert the service, activate it, and launch the Provider Service Rate page. Remember to save upon completion. For more details on how to add services, see the Unlicensed Service Types User Guide.



- On the Edit Services page, choose the radio button for the appropriate row, and select Provider Service Rate from the Options drop-down, and select Go.

Edit Services -- Webpage Dialog

eWiSACWIS Print Spell Check REC Help

Provider Name: Northwest Passage Child & Adol. Ctr. (6205732) Total Bed Capacity: 35 County: Dane

Unlicensed Services

Category	Type	Status	
<input type="radio"/> RCC - Non Paid	RCC - Non Paid	Active	
<input checked="" type="radio"/> RCC - Northwest Passage	30 Day Clinical Assess (RCC)	Active	
<input type="radio"/> RCC - Northwest Passage	90 Day for Girls (RCC)	Active	
<input type="radio"/> RCC - Northwest Passage	Behavioral Stabilization/Intervntn (RCC)	Active	

☐ View Inactive Values

Insert

Options:

Actions
 Provider Service Rate
 Provider Eligibility Cost

- On the Provider Service Rate page, click the Insert button and enter the required information. The [Delete](#) hyperlink allows you to delete the rate row. The [Delete](#) hyperlink disappears once you save. Click Continue to return to the Edit Services page. On the Edit Services page, click Save.

Provider Service Rate -- Webpage Dialog

eWiSACWIS Print Spell Check REC Help

Provider Information

Provider Name: Northwest Passage Child Provider ID: 6205732
 Service Type: 30 Day Clinical Assess (RCC) Service Code: 10040645

Provider Services Rate

Effective Date	Last Updated Date	Contract ID	Rate Period	Rate	Class	
07/2011	11/21/2011		Daily	\$300.00	No Level	
01/2012	01/03/2012		Daily	\$300.00	No Level	
01/2013	02/19/2013		Daily	\$323.00	No Level	
02/2013			Daily	\$320.00	No Level	Delete

Insert

Continue Close

Maintaining Child-Specific Rates

Child-specific rates are used to generate a paid rate that is specific to the child that is placed. It is most commonly used to document out of state placements. Child-specific rates are maintained on the Out of Home Placement page.

1. On the Out of Home Placement page, select the appropriate Service Category and Service Type. If the Service Type is associated with a child-specific rate, the [Rate History](#) hyperlink will appear once the Service Type is selected. Since clicking the [Rate History](#) hyperlink requires a save to the page, you will need to complete all the information for the Out of Home Placement prior to selecting the [Rate History](#) hyperlink.

The screenshot shows the 'eWiSACWIS' web application in a Windows Internet Explorer browser. The page title is 'Out of Home Placement - Windows Internet Explorer'. The application header includes the 'eWiSACWIS' logo and navigation links: TM, Print, Spell Check, and Help. Below the header, there is a 'Child' section with fields for 'Child: Flintstone, Pebbles (9285465)', 'Case Name: Flintstone, Wilma (8146123)', and 'Request Number:'. The main form is divided into two tabs: 'Service' (selected) and 'Provider'. The 'Service' tab contains a 'Placement Information' section with the following fields: 'County: Dane', 'Removed From Home: 02/21/2013', 'Placement Begin: 02/21/2013', 'Placement End: 00/00/0000', and 'VPA Effective: 00/00/0000'. There is a 'Removal Reasons' section with several checkboxes: 'This is an Adoptive Placement', 'This is a CPS Non-Conforming Placement', 'This is an Emergency Situation', 'After Hours Placement', and 'Child is an American Indian child as defined by statute.' To the right of these fields are 'Service Category: RCC - Out-of-State', 'Service Type: RCC - Out-of-State', and 'Placement Setting: RCC'. Below these are 'Child's Level of Need:' and 'Provider's Level of Care: RCC'. A 'Rate History' hyperlink is circled in red. Below the 'Rate History' link are several cost fields: 'Child Specific Costs: per', 'Current Basic Costs:', 'Supplemental Costs: \$0.00', 'Exceptional Costs: \$0.00', 'Administrative Costs: \$0.00', 'Costs > Spending Limit: \$0.00', and 'Current Monthly Payment: \$0.00'. At the bottom of the form, there is an 'Options:' dropdown menu, a 'Go' button, and 'Save' and 'Close' buttons. The browser status bar at the bottom shows 'Done', 'Local intranet | Protected Mode: Off', and a zoom level of '100%'.

2. Click the [Rate History](#) hyperlink to open the Rate History page.

3. On the Rate History page, click Insert to insert a new rate. Enter the rate in the Rate field. The Effective Date is only a month and year date. Choose between a daily and monthly rate from the Rate Period drop-down. The [Delete](#) hyperlink allows you to delete the rate row. The [Delete](#) hyperlink disappears once you save. Click Save. Click Close to return to the Out of Home Placement page.

Note: You cannot delete a rate after it is saved.

Rate History -- Webpage Dialog

eWiSACWIS Print Spell Check Help

Placement Information

Child: Flintstone, Pebbles (9285465) Case: Flintstone, Wilma (8146123) Service Begin: 02/21/2013
Provider: Jamestown (50000005) Payee: Jamestown (50000005) Service End:

Rate History

Rate Type: Child Specific

Rate	Effective Date	Rate Period	Status	Updated on	Updated by	
\$200.00	12/2012	Daily				Delete

Insert

Save Close

Rate History -- Webpage Dialog

eWiSACWIS Print Spell Check Help

Placement Information

Child: Flintstone, Pebbles (9285465) Case: Flintstone, Wilma (8146123) Service Begin: 02/21/2013
Provider: Jamestown (50000005) Payee: Jamestown (50000005) Service End:

Rate History

Rate Type: Child Specific

Rate	Effective Date	Rate Period	Status	Updated on	Updated by	
\$200.00	12/2012	Daily	Active	04/11/2013	Hall, Justin R.	

Insert

Save Close

4. After closing the Rate History page, the child-specific rate will display on the Out of Home Placement page.

Out of Home Placement - Windows Internet Explorer

Child

Child: Flintstone, Pebbles (9285465) Case Name: Flintstone, Wilma (8146123) Request Number:

Service **Provider**

Placement Information

County:

Removed From Home:

Placement Begin:

Placement End:

VPA Effective:

[Removal Reasons](#)

☐ This is an Adoptive Placement

☐ This is a CPS Non-Conforming Placement

☐ This is an Emergency Situation

☐ After Hours Placement

☐ Child is an American Indian child as defined by statute.

Service Category:

Service Type:

Placement Setting:

Child's Level of Need:

Provider's Level of Care: RCC

Child Specific Costs: \$200.00 per day [Rate History](#)

Current Basic Costs:

Supplemental Costs: \$0.00

Exceptional Costs: \$0.00

Administrative Costs: \$0.00

Costs > Spending Limit: \$0.00

Current Monthly Payment: \$6,000.00

Child Removal From Home Information

Options:

Done

Local intranet | Protected Mode: Off

100%